

**NORTH DAKOTA INTERAGENCY COORDINATING COUNCIL  
THURSDAY, SEPTEMBER 10, 2009  
COMFORT INN, BISMARCK**

**PRESENT:**

Laura Larson  
Wendy LaMontagne  
Tammy Gallup-Millner  
Karen Tescher  
Holly Major  
Bob Rutten  
Jill Staudinger  
Scot Hoeper  
John Bole  
Stephen Olson  
Sen. Dick Dever  
Allison Dybing-Driessen

Roxane Romanick  
Deb Balsdon  
Colette Perkins

**TOPIC: WELCOME/INTRODUCTIONS**

**ACTION:**

- Each member introduced themselves.

**TOPIC: MINUTES REVIEW FROM JUNE 2009**

**ACTION:**

- To approve the minutes as distributed and was approved by question.

**TOPIC: MEMBERS UPDATE**

**ACTION:**

- Laura Larson - 4 CHAT sessions are scheduled for low income groups. The information that will be covered in these sessions include: description of their needs, expectations, decisions that this population makes regarding their insurance coverage. Laura noted that she would expect the results of the CHAT session will be published on the insurance department website.
- Wendy LaMontagne – Is currently part of the DHS team that is writing the autism waiver 0-5; also working on the transition age youth - at risk legislation.
- Tammy Gallup-Millner – Reported that the Department of Health – Maternal and Child Health is in the process of completing their 5 year needs assessment which is a comprehensive process. MCH uses the needs assessment to make determination on program design. Tammy reported that they are currently conducting a series of focus groups. A stakeholder survey (families, agencies, leg, policy makers to obtain a perspective) has been completed.
- Karen Tescher – Medical Services has started an internal committee that has put together materials to share with the counties that outline all of the various services available under Medical Services. (Will be attached to email with minutes)

- Holly M – Pathfinder’s annual conference is May 5, 6, and 7, 2010 at the International Inn in Minot. The keynotes will be Dan Habib, who was the creator of the Including Samuel documentary and Dave Anderson, the creator of Famous Dave’s.
- Bob Rutten – Next week the state special education office is hosting meetings for the special education administrators from across the state. One of the areas of interest that will be covered is the proper precautions for children with disabilities re: the H1N1 flu. Also state special education is planning a joint conference with state Title 1 and they are expecting about 800 educators to attend. The conference is being held in Bismarck this October. An emphasis within the conference is a discussion of children with disabilities. They will include discussion on the public law, service options, kindergarten and general innovative practices.
- Jill Staudinger - Reported that the increase in oil production has increased a diversity of ethnicity in Region VIII. Noted that so far they have not had difficulty with Medicaid eligibility for children enrolled in EI.
- Scot Hoeper – Reported that the Children and Family Services program improvement plan has been developed. Current initiatives are increased involvement from all families. Presently the average stay in foster care is about 1 year.
- John Bole – Reported that HB 1556 was passed and selected as an interim study. DHS awarded a contract to Burns and Associates to do the study on Developmental Disability rate setting. John also reported on SB 2423 which addresses a 95% occupancy rule and audit and reimbursement process for DD providers. The Division met yesterday with NDACF.
- Stephen Olson – Reported that Pediatric Therapy Partners held a summer autism camp which was highly successful. They are presently building a new facility in south Fargo.
- Allison Dybing-Driessen – Head Start providers in North Dakota are awaiting the announcement about who will receive additional Early Head Start slots. She noted that across the state many districts have been using Title 1 dollars for preschool and they are working to collaborate on pre-K partnerships. North Dakota will host the 2010 Region VIII Head Start Association Conference next fall.
- Colette Perkins – Distributed a copy of the DD/EI Conference schedule and registration form.
- Deb and Roxane reviewed the update sheet that was sent via email to the members.
  - Dr. Rossetti - October 12 and 13 at Prairie Knights and October 14 in Bismarck at the public library.

**TOPIC:**  
**ACTION:**

**SET MEETING DATES FOR 2010**

- Dec. 10, 2009 – OSEP Special Education Conference is during this same time – this meeting will be cancelled and we will meet in January instead.
- January 14, 2010 – will check on video conferencing availability, webinar, and meet from 10 am to 5 pm.
- March 3, 2010 is IDEA meeting; we will not hold a joint IDEA/ICC meeting.
- March 4, 2010 – 1 pm to 5 pm – teleconference and Webex.
- June 10 and Sept 16 – 8:30am to 5 pm and in person.

- Dec. 8, 2010 is the IDEA meeting; we will not hold a joint IDEA/ICC meeting.
- Dec. 9, 2010 is ICC is 1pm - 5pm- look via video conferencing.

**TOPIC:**  
**ACTION:**

#### **MEMBERSHIP UPDATE**

- Distributed current ICC membership list.
- Responses from the Governor's Office were reviewed.
- Linda Jagielo is no longer with DHS and we will need a replacement for child care.
- John Bole is replacing JoAnne Hoesel with the Governor's approval and John starts a new term.
- Tara Bitz and Wendy LaMontagne are waiting on paperwork from the Governor's office.
- Tammy Gallup-Millner was reappointed.
- Laura Larson, Bob Rutten, and Karen Tescher just received their paperwork for reappointment purposes.
- Virginia Cleveland will be reappointed for one year as her children are turning 12.
- Tracy Zaun was up for reappointment and has chosen to not continue. She will be replaced with Amanda Lausch from Jamestown.
- Arlene de la Paz, who took a new job with Spirit Lake HIS, will need to be replaced with someone from Tribal Early Childhood.
- One provider vacancy – submitted 2 Regional DD Program Administrator names: Wanda Carlson and Carol Brakel, but still vacant.
- 3 names submitted for replacement of Dr. Two Good.
- We will be looking for the name of another parent for Region IV and will need a parent with a child currently in early intervention.
- Roxane will send out an updated membership list.

**TOPIC:**  
**ACTION:**

#### **ELECTION OF CHAIRPERSON/VICE CHAIRPERSON**

- Tammy Gallup-Millner is Not eligible for vice chair position.
- Recommendations for chair are Tammy Gallup-Millner, Laura Larson, and Bob Rutten.
- Recommendations for Vice Chairperson are Jill and Allison.
- Tammy moved to nominate and Allison seconded for Laura as Chairperson.
- Call for the question – unanimous vote for Laura.
- Bob Rutten moved and Tammy Gallup-Millner seconded for Jill to be Vice Chairperson. Motion carried.

**TOPIC:**  
**ACTION:**

#### **REGIONAL UPDATE FROM REGION VIII EARLY INTERVENTION PROGRAM**

- Distributed a copy of the Region 8 Infant Development KIDS Program handout on regional data, unique aspects, Regional ICC information, compliance issues and concerns, challenges to meeting compliance standards, regional strengths, and regional practices.
- Distributed a Region 8 Referrals from July 2008-2009 handout.

- Needed items to increase efficiency in the field: standardized IFSP template, a checklist component for making client active, web-based IFSP and data collection.
- Suggestions:
  - Need to figure out cross cutting issues from the regional reports and what should the ICC do to help respond to those issues.
  - Defining RICC roles and responsibilities for the regions.
  - A report comparing the state's findings to the regional findings would be very helpful.
  - Would be helpful to get more information on the federal indicators.
- Family satisfaction/family survey – Jill is revamping their survey. Parent feedback on service delivery would be good to include in the regional reports. Going to do yearly surveys and a survey at discharge.

**TOPIC: REPORT ON FEDERAL DETERMINATION AND LOCAL PROGRAM DETERMINATION/ VERIFICATIONS**

**ACTION:**

- Received response from OSEP in mid July regarding the APR.
- North Dakota is at the Needs Assistance level.
- Areas missed – indicator 7 – 45 day timeline and Multidisciplinary all domains.
- Indicator 9 - timely correction of findings and needing to be corrected in one year.
- Doing a case review pull annually for the state.
- We are working on the verification of the findings and getting them closed.
- Regional determinations –
  - \*\*\*Region VIII – Meets standards
  - \*\*\*2 regions are in Needs Intervention category
  - \*\*\*5 regions are in Needs Assistance category
- Issuing determinations based on programs but when state reports it is based on regions.
- There was a discussion about sanctions – at this time, it would be a matter of accessing technical assistance. Administrative code would need to be changed if sanctions would involve licensure.

**TOPIC: NORTH DAKOTA PART C FISCAL REPORT**

**ACTION:**

- FFY 2007 obligation period ends the end of this month and balance should be zero.

**TOPIC: COMMITTEE REPORTS**

**EXECUTIVE COMMITTEE -**

- Roxane distributed the minutes from the Executive Committee meeting. The Safe Cares Project was discussed. The state office had needed some immediate feedback on funding this project. Safe Cares is based out of NDCPD and is a training program to assist providers to provide parenting supports for all parents, but primarily for parents with cognitive disabilities. There were no formal decisions regarding this project by the Executive Committee due to uncertainty about the continuation of the project due to staff turn-over.

- Deb reported that the project is moving forward now and they are looking at a train the trainers concept. One staff member from NDCPD will go to a national training and then come back for training providers in the state.
- Roxane noted that the chairs and lead agency staff also met and discussed the joint agenda.

#### **EI SERVICES SUBCOMMITTEE**

- The EI Services Subcommittee met last night.
- The agenda included a discussion about the Experienced Parent program in North Dakota and what activities EP's are performing across the state.
- Discussion was held regarding the purpose and role of the Experienced Parent Specialist. Discussion about whether the role should be more consultative with and for staff or direct involvement with families.
- Suggestions that were made include: setting something up web based for families to go to with questions.
- The EI Services Subcommittee will discuss including the following topics on future agendas: RICC's; redetermination of DD program eligibility including basic recommendations for information to families whose children don't qualify (i.e. other resources, specific information on how to appeal, etc.).

#### **EI COMPETENCY WORK GROUP**

- This work group has met once since the last NDICC meeting.
- It was noted that the information included in the EI Handbook regarding the definition of early childhood special educator is inaccurate.
- The group continues to discuss and define who can be an early intervention professional in the state of North Dakota and who can do evaluations/assessments and who can do consultations.
- Discussion of competencies of supervisor may be waived by licensure.
- Adding competencies for consultation as well as evaluation and assessment.

**TOPIC:**  
**ACTION:**

#### **REVIEW CURRENT STATUS OF INFANT DEVELOPMENT RATE SETTING PROCESS**

- A meeting between the state office and Infant Development Directors is scheduled for Sept. 23<sup>rd</sup>.
- The Infant Development programs provided the state with valuable information that will be used the rate setting process. The provided information included:
  - Scheduled home visits that occurred and if not why not
  - Scheduled consultation and if didn't occur why not
  - Provided data on average amount of time for each home visit; for consultation; for IFSP development and IFSP modification; and for evaluations and assessments.
- Fiscal is looking at the submitted data along with audits and they will provide some projected dollar amounts.
- Hope to give projected dollar amounts on the 23<sup>rd</sup> to the providers and give them time to look at this and see how they would do with this new billing system.
- This needs to be in effect on January 1, 2010.
- Have Burns and Associates look at the system we have developed and give us input.

- Recommendation: Include a presentation from the Infant Development Directors and the State Office regarding the rate setting issues.

**TOPIC: REPORT ON D.D. "SLOTS" STATUS**

**ACTION:**

- Waiver cap for the traditional waiver which can serve 4000 individuals.
- Started the year 2966 screened to the traditional waiver.
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- To date: 395 individuals have been added to the traditional waiver and 69% of those are under the age of 3.
- 639 slots remain in the traditional waiver.
- Self-Directed Supports (SDS) waiver – had 135 as the waiver cap. Currently at 130 slots.
- Reserved slots are in the traditional waiver.
- SDS does not have any reserved slots.

Meeting was adjourned. No meeting was held on Friday, Sept. 11<sup>th</sup>